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DD/S&T  
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2 APR 1965

DD/S&T 1274-65

MEMORANDUM FOR: Director of Budget, Program Analysis  
and Manpower

SUBJECT: System of Cataloging Agency R&D  
Efforts

REFERENCES: A. D/EPAM memo of 2 October 1964,  
Subject: "Cataloging of Agency  
R&D Projects"  
B. D/EPAM memo of 30 November 1964,  
Subject: "System of Cataloging of  
Agency Research and Development  
Efforts"

1. Despite some misgivings, concerned primarily with increased workload factors but also including certain other considerations, this Directorate has been extremely responsive in complying with the references. I am informed that DD/S&T has contributed 321 individual entries to the R&D Catalog. It is now standard procedure within this Directorate that each proposed contract action be accompanied with an executed R&D Catalog sheet.

2. In light of the above, I must admit to a certain feeling of dismay when it was called to my attention the other day that the Technical Services Division of the Clandestine Services has not been responsive to your request for R&D Catalog sheets. I have read a statement by them which indicates to me that they do not intend to execute and forward for inclusion in the R&D Catalog the Form 2338. I have reviewed what they have submitted to date and by no stretch of the imagination does it serve the described purposes to us of the R&D Catalog.

3. I have felt under obligation to call this matter to the attention of the DD/S&T and discuss it with him. He had not previously been aware of this fact and naturally, it is of the greatest significance to him inasmuch as he is also Chairman of the Agency Research and Development Review Board.

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However, and speaking only on behalf of this Directorate, we feel it incumbent to give consideration to suspending any further execution of R&D Catalog forms until such time as we have assurance and see evidence that all participating Agency units are abiding by the same rules. We have no more available manpower than any other unit of organization, particularly in this day of economy-mindedness, to execute additional forms for an Agency volume which, at the moment, fails to serve its purpose because of unequal and incomplete participation of all units concerned.

4. We would appreciate receipt from you at an early date information as to action already taken or underway to ensure that the R&D Catalog can serve the purpose for which it was designed.

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[Redacted]  
Executive Officer  
Directorate of  
Science and Technology

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EO/DD/S&T: [Redacted] (2 April 1965)

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